



King County
Department of Transportation
Transit Division

Application for Job Seeker Employer Van Demonstration

Company Information:

1. **Company Name** _____
2. **Street Address** _____
City _____ **State** WA **Zip** _____
3. **Contact Person** _____
Phone Number _____ **Fax:** _____ **e-mail** _____
4. **Is your company legally constituted in Washington State?**
☐ **yes** (please attach documentation) ☐ **no**

5. Project Information:

Your project should be described in this section. Employers are not bound to a specific type of project but are encouraged to develop an innovative way to provide transportation to employees from low-income and welfare backgrounds. There are some federal and local restrictions on the use Jobs Access grant funds. Metro will pay 50 percent of allowable reimbursable expenses through the grant.

Project can include leasing a vehicle and working with a social service agencies, community agencies, housing authorities or other employers to provide some form of van transportation to these employees. Projects can also use or modify existing Metro products such as business use of vans or Rideshare Plus. It may also include providing a vanpool driver incentive or specialized marketing to employees. The idea is to demonstrate an innovative use of vans or van incentives to transition these employees into the workforce.

6. **Project Title** _____

7. **Project Description (please attach additional sheets, if necessary)**

8. As a condition of participating in the Jobs Access grant, liability coverage may be required. The liability coverage is required when a van strategy is not one of Metro's regular van or vanpool products. Contracting for services or lease a van from an outside vender is an example of a non-Metro product. Vanpools, driver incentives or business use of vans are examples of regular Metro products. Regular Metro van products are self-insured by the County. Will your company meet the following requirements:

Grant requirements	Meets requirements ?
a. General liability coverage of \$1,000,000 per occurrence, \$2,000,000 aggregate	yes <input type="checkbox"/>
	no <input type="checkbox"/> → <input type="checkbox"/> will obtain
<input type="checkbox"/> names King County as additional insured ¹	yes <input type="checkbox"/>
	no <input type="checkbox"/> → <input type="checkbox"/> will obtain
b. Automobile liability of :	yes <input type="checkbox"/>
<input type="checkbox"/> \$1,000,000 combined single limit per accident	no <input type="checkbox"/> → <input type="checkbox"/> will obtain

9. Which of the following eligible expenses are you including as part of this program? (check all that apply)

Eligible Expenses	Proposed Budget
<input type="checkbox"/> a. Van lease	\$
<input type="checkbox"/> b. Fuel	\$
<input type="checkbox"/> c. Van maintenance expenses	\$
<input type="checkbox"/> d. Automobile insurance	\$
<input type="checkbox"/> e. New driver training costs	\$
<input type="checkbox"/> f. Child/infant seats	\$
<input type="checkbox"/> g. Printing costs for brochures and other informational pieces	\$
<input type="checkbox"/> h. Salaries/benefits for time spent by employees to assign clients to vans and determine routes	\$
<input type="checkbox"/> i. Salaries/benefits for staff time spent on evaluation	\$
<input type="checkbox"/> j. Costs associated with administration of the grant	\$
<input type="checkbox"/> k. Incentives for drivers to form and drive vanpools that include employees from low-income and welfare backgrounds	\$
<input type="checkbox"/> l. Other: (please specify)	\$

10. Estimated number of low-income/TANF workers to be served _____

Note: eligible low-income/TANF workers must meet at least one of the following requirements:

Eligibility requirements	Meets requirements?	
a. Household income is \$25,000 or less	yes	<input type="checkbox"/>
	no	<input type="checkbox"/> ➡ not eligible
b. Are Temporary Assistance to Needy Families (TANF) clients	yes	<input type="checkbox"/>
	no	<input type="checkbox"/> ➡ not eligible

11. Will the individuals you have identified as drivers meet each of the following requirements?

Driver requirements	Meets requirements?	
a. Are at least 21 years old	yes	<input type="checkbox"/>
	no	<input type="checkbox"/>
b. Have a current, unrestricted Washington State driver's license (restrictions for glasses or contact lenses are acceptable)	yes	<input type="checkbox"/>
	no	<input type="checkbox"/>
c. Driven for at least 5 years	yes	<input type="checkbox"/>
	no	<input type="checkbox"/>
d. Willing to complete a Defensive Driving training course	yes	<input type="checkbox"/>
	no	<input type="checkbox"/>

Signature of CEO, highest-ranking individual at the company, or individual empowered to enter into legal contracts on behalf of the company

Name

Title

Date